

## Domestic Violence Coordinating Council

### Kent County Domestic Violence Prevention Forum Planning Meeting

August 10, 2015 at 1pm

Delaware State Police Museum - Dover, DE

The meeting was called to order and those in attendance made introductions. Those present at the meeting were **Karen McGloughlin** (Department of Public Health), **Gregg Bunkley** (HOPE Foundation), **Dawn Culp** (Bayhealth ED *via phone*), **Kathy Hudson** (Nanticoke *via phone*), **Courtney Winkler** (DCADV *via phone*) and **Natasha Smith** (DVCC staff).

A copy of the July 13, 2015, meeting minutes were distributed to those present at the meeting. A copy of the meeting agenda was also provided to those present at the meeting. (Those participants that were available by phone received the meeting minutes and the agenda by email).

#### Planning Updates

**Location:** Natasha Smith (DVCC Staff) updated committee members that emails were sent to Dover High School and Early College High School (both of which are in Dover, DE) to see if there was any interest in holding the DV Forum at their school. Natasha informed the group that once a reply is received from either high school an email would go out to the committee with an update. Other suggestions were made to reach out to Polytech or Milford High School if we are unable to hold the event at Dover High School or Early College High School.

**Date:** The first week of November 2015 was suggested to both Dover High School and Early College High School to hold the event. Once a school is selected, we will check the availability of the school as well as Art Fusion to see if the date and times of the event would work for everyone. A suggestion was made to possibly change the event to January 2016 to provide additional time to get the Forum on the school calendar. Natasha Smith (DVCC Staff) stated that she would follow up to see if there are any budget restrictions that prohibited the Forum from being held January 2016 is scheduling in November 2015 becomes an issue.

**Art Fusion:** Natasha Smith will contact Art Fusion to see if they are available during the first week of November 2015 and will provide and email update to the committee.

**Panel:** Natasha Smith (DVCC Staff) discussed that there were a few people interested in participating in the Panel for the Kent County Forum. Dr. Julian Mullen has been contacted but is unavailable the first week of November 2015. Also, there is a Child Inc. staff person at the Sparrow Run site that was suggested as a possible panel member because he works with teens.

**Food:** Those present at the meeting did not think food was necessary for the Forum since it will be held during the school day.

**Support Staff:** Delaware State Police is available to provide support staff for the event if necessary. Once a school is selected, Natasha Smith will follow up to see if there are any support services available at the school and if they would be willing to provide support for the event. A suggestion was also made that a letter should go home to the Parents/Guardians informing them about the topics discussed at the event.

**Advertising:** Those present at the meeting did not believe advertising was necessary for the event because the Forum would take place during the day.

**Giveaways:** Kathy Hudson stated that she would bring an example of some giveaways she already has and may be able to order for this event. Committee members agreed that having a giveaway that is able to hold a resource card was a great idea.

**Future Meeting Date:** Those present at the meeting thought that it would be a good idea to meet 30 minutes before the next Statewide Domestic Violence Forum Planning meeting (tentatively scheduled for some time in September). Natasha Smith (DVCC Staff) will provide a meeting notice when the next meeting is scheduled.

*Respectfully Submitted, Natasha Smith 9/4/15*